



**February 12, 2000  
Draft Meeting Minutes**

**Facilitator:**

Mark Burton

**Minutes:**

Georgia Richmond

**Members Present:**

**Neighborhood Associations:**

Robin Plance	St. Johns
Larry Talbert	Hi—Noon

**Environment:**

Dorothy Shoemaker	Sierra Club
Rhett Lawrence	OSPIRG

**Public Health:**

Georgia Richmond	Citizen
Joe Keating	Oregon Center for Environmental Health

**At Large:**

Xander Patterson  
Jim Robison

**Potential New Members:**

Bob De Graff	Portland Business Alliance
Peter Laughingwolf	Cathedral Park Nhbhd Assn.

**Other Participants:**

Kim Cox	City of Portland, BES
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Amanda Guay	Department of Human Services
Andrew Epstein	PSU
Sue Stafford	Port of Portland
Judy Smith	EPA
Barbara Smith	Lower Willamette Group
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**Introductions:** Regular participants and visitors introduced.

**Meetings Scheduled:** Confirmation that the room is reserved for meetings for the second Wednesday of the month for the next six months by Amanda Guay.

**January Minutes:** Unanimous approval.

**Agenda Set:** Committee reports  
McCormick and Baxter status discussion  
Report from DEQ  
Robin Plance, Budget Committee issues  
Discussion of Membership  
Press conference Report

**Committee Reports:**

Education and Outreach: JK reports on the progress of the website development. The committee of DS, JK and GR with technical assistance from Andrew Epstein, PSU, has met. JK mentions the plan to develop a questionnaire for PRP's to be included in the website.

**Evaluation Committee:**

(DS and J K)RE meeting with McCormick and Baxter, EPA and DEQ. In process of planning a wall to go around the premises. Possibly next CAG meeting DEQ can present "Clean-up 101"(DS) and discuss cleanup processes. JK suggests we may want, as a group, to co-sponsor a meeting tentatively for March 20, possibly at UofP or University Park Community Center, with DEQ. **A motion was made, seconded and passed,** to co-sponsor an evening meeting (probably 7pm) with

DEQ to present CAG and Portland Harbor issues and regarding the McCormick and Baxter process, preferably at University Park Community Center. JK will coordinate details with Kathy Crawford and Phoenix Grange, DEQ, and report back to CAG. GR suggests we should have a CAG fact sheet with vision statement, chronology of formation and events (press conference, etc.) and will work with E and O Committee to develop it.

**Administrative Committee:**

RP is working on by-laws and sent changes to DS. A lively discussion followed covering a multitude of issues such as 1) what makes a quorum and need for one, 2) terms of participation (defined, **goal** for next meeting) 3) policy with how budget gets drafted, 4) setting the agenda (chairperson responsible to get agenda set, 5) rules for structure of facilitating the meeting and following the agenda, 6) fund-raising guidelines, spending protocols the need for a financial section in the by-laws.

**Emerging issues** are, printing costs (DS), mailing lists (RP), education and outreach plan, and the need for a paid staff person.

At mention of a paid staff person, DS declares her interest, as she is now available to work.

XP doesn't think "our staff person should be on the CAG."

XP would also like to see a **continuing education component** such as Dr. David Stone (DHS) presented at a previous meeting.

We segway into the question of **budget** again and JR suggests there should be a definition of each committee in the by-laws (i.e. Evaluation: to evaluate process, "early action spots" and review of technical reports). Each committee should have an overall work plan that determines its budget. The committees should have direction, goals and a plan. How do our committee's goals match up with the Superfund clean-up timeline?

**Membership:**

Two visitors are interested in joining CAG. Rob DeGraff is interested in a CAG business position. He has been 6 months with Portland Business Alliance (PBA), in a Public Policy position and was referred by Barbara Smith of LWG. States is

a “recovering attorney.” PBA was formed by merger of Portland Progress and Portland Metro Chamber of Commerce. He had worked for Hawthorn Business Association with focus on Public Policy and Community Vitality. He feels that “general business community, other than PRP’s should be engaged with CAG” and is committed to participating. One thousand six hundred (1600) members from small businesses belong to PBA. PBA has a Natural Resource Committee.

Mr. DeGraff may have schedule conflict with Metro meeting some times and is willing to juggle meetings and/or send someone in his place from PBA. Discussion followed regarding 1) possible conflicts: PBA may have PRP members, 2) offering position on CAG to members of business group (JK)(RB states we have specific positions for specific groups, i.e. neighborhood associations), 3) whether there is a business position open on CAG. JR made a motion to assign PBA to a business position on CAG, if there is a business position open and if there isn’t, to add one. After extended discussion and enthusiasm for inducting Mr. DeGraff, it was decided to table the motion until next meeting, to confirm there is a business position open, and to allow him opportunity to review mission statement and purpose of CAG. RL read his copy of the mission statement. Mr. DeGraff promised to come back to the next meeting.

Peter Laughingwolf from Cathedral Park Neighborhood Association, is interested in representing Cathedral Park on the CAG. He was invited by JR. Mr. Laughingwolf has been participating in the St. Johns/Lombard St. Development Plan which functions to advise the city advisors regarding community issues, rather than to build community consensus. He is interested in building community consensus. Mr. Laughingwolf makes commitment to participate in CAG and attend meetings for 3 to 6 months and find a replacement if he can’t make it. **Motion made** (JR) to appoint Peter Laughingwolf to the CAG in the open Cathedral Park position. **Motion seconded and unanimously approved.**

E and O Committee (JK) will e-mail mission statement to Mr. DeGraff and Mr. Laughingwolf. Is there an information packet for new members? GR will check with Libby about new member packets.

#### **Press Conference:**

JK reports much satisfaction with the CAG's first press conference and it was a very good trial run. It was held February 5<sup>th</sup> at the Portland Water Bureau Station, St. John's, during a gorgeous sunny lunch hour. The CAG worked together well, as a team, under JK's leadership to develop the media advisory and press releases. There was good flow of communications and good teamwork between CAG members. Thanks to Kim Cox, City of Portland, for lining up the meeting room, with great windows, overlooking Portland Harbor. Members of the Press in

attendance were: the Oregonian (Jonathon Brinkman), North Portland Press, KEX Radio, and Jim Lockhart from Cable Access. Representatives from DEQ, LWG, the Port, City of Portland BES and EPA were present. Travis Williams, Joe Keating and Robin Plance were the lead presenters arranged at the front table, surrounded by several seated CAG members. They focused on previously agreed upon talking points and emphasized the desire that the non-LWG, PRP's do the right thing, be good corporate citizens and step forward to be involved in the clean-up process. They also invited members of the community to be involved with CAG. Jonathon Brinkman wrote an informative article for the Oregonian, February 6<sup>th</sup>, 2003.

RP suggests librarying footage of Jim Lockhart's video and JK will check the possibility of this.

**Other Issues:**

RL reports that Senator Rick Metzgar (D-Mt. Hood), introduced a bill before the Oregon Legislature that the State of Oregon would do clean-up of Portland Harbor and try to recover the costs later from PRP's. RL will keep CAG members informed of new developments via the list-serve.

**Meeting Adjourns—7:30**